



## STATE OF NEW HAMPSHIRE POSTSECONDARY EDUCATION COMMISSION

Financial Aid | Degree-Granting Approvals | Closed School Transcripts | Research/Studies | Veterans State Approvals | Career School Licensing

### MINUTES OF MEETING OF MAY 18, 2006

A regular meeting of the Postsecondary Education Commission was held at 3 Barrell Court, Concord, New Hampshire at 2:00 p.m. on Thursday, May 18, 2006. The following members were present:

William Farrell, Chair  
Stephen Reno, Vice Chair  
Michael Day  
Father Jonathan DeFelice  
Mary Ellen Fleeger  
Helen Giles-Gee  
George Hagerty  
Ann Weaver Hart  
Paul LeBlanc  
Ronald Murro  
William Nevous  
Christopher Sullivan

The following persons also attended: Senator Lou D'Allesandro, Sheila Kaplan, Michael King, Raymond Van der Riet, Dean of Graduate and Professional Studies, Franklin Pierce College, representing Hellenic American University; Richard Gustafson, President Emeritus, Southern New Hampshire University, and Richard Keating, representing New England College; L. Donald Wenz, President, representing Lebanon College; Robin Peevey, Acting Director, Government Relations and State Regulatory Affairs, Lorraine Greenfield, Director of Curriculum and Instruction, Lisa Donovan, Director of Integrated Teaching through the Arts, Sheryl Saunders, Lead Faculty and Assistant Director, Curriculum and Instruction Literacy, Phedra Hamilton, Regional Director of Recruitment, representing Lesley University; Donald Regan, Executive Vice President, John Hession, Hession & Pare, P.C, Paula Rogers, Esq., representing Magdalen College; Janis Bellack, Provost, Richard Lessard, VP for Finance & Administration/COO, Seth Wall, Executive Director of Operations, Manchester Campus, representing the Massachusetts College of Pharmacy & Health Sciences; Susan Langlois, Assistant Dean/Campus Director, representing Springfield College; Representative David Currier; Kathryn Dodge, Executive Director, Patricia Edes, Assistant to Executive Director, Lynn Colby, Program Assistant, Larry Elbroch, Administrator of Licensing and Approvals, Judith Knapp, Coordinator of Financial Aid/Research & Studies, Catherine Yeager, Transcriptionist.

- 1) On the motion of Vice Chair Reno, seconded by Mr. Sullivan, the members present resolved themselves into a Committee of the Whole. The motion passed without dissent.
- 2) On the motion of Ms. Giles-Gee, seconded by Mr. Sullivan, the members accepted the minutes of December 15, 2005. The motion passed without dissent.
- 3) Mr. Gustafson, Chair, reported on behalf of the New England College Evaluation Committee. New England College had requested approval to continue to grant the Master of Fine Arts in Creative Writing (Poetry). The Evaluation Committee also included Flourney Holland, Director of the MFA Program for Poets & Writers, University of Massachusetts-Amherst (who was on the original team), Commissioner Eliezer Rivera, and Executive Director Dodge. The site visit was positive, with continuity of programmatic leadership, both on the academic, as well as support side. New England College is doing better financially in general; with 45 students and the capacity for 55. The low-residency program remains profitable. Two areas that the Evaluation Committee encouraged New England College to continue to work on were library and its publications/web site.

The Evaluation Committee recommended that New England College be granted final approval to offer the Master of Fine Arts in Creative Writing (Poetry), with the condition that copies of all correspondence to and from the New England Association of Schools & Colleges (NEASC) be forwarded to the executive director. Additionally, that the Commission be invited to attend any site visit(s). Participation as an observer at site visit(s) would be determined upon receipt and review of correspondence. Authority would expire at the end of any calendar year for which required report(s) are not received.

Vice Chair Reno moved, seconded by Fr. Jonathan, to accept committee recommendations. The motion passed without dissent.

- 4) On the motion of Mr. Murro, seconded by Mr. Day, the members present moved out of a Committee of the Whole, and accepted the minutes of December 15, 2005 and Evaluation Committee recommendations for New England College. The motion passed without dissent.
- 5) Mr. Murro moved, seconded by Fr. Jonathan, to accept New England College's Annual Report for the Master of Fine Arts in Creative Writing (Poetry). The report was received before the required site visit, addressed above, and the vote was one of formality. The motion passed without dissent.
- 6) Sheila Kaplan, Chair, reported on behalf of the Hellenic American University Evaluation Committee. Hellenic American University had requested approval to offer the Bachelor of Science in Information Technology and the Master of Arts in Applied Linguistics. The Evaluation Committee also included Raymond Van der Riet, Dean of Graduate and Professional Studies, Franklin Pierce College, Paula Menyuk, Professor Emeritus, Development Psycholinguistics, Boston University, and Executive Director Dodge. The site visit was productive, with extraordinary responsiveness to any suggestions made by the team. The Hellenic American University met all Commission standards. The Evaluation Committee recommended that the Commission grant approval to the Hellenic American University to offer the Bachelor of Science in Information Technology and Master of Arts in Applied Linguistics from September 2006 through September 2009. This timeline for approval would be aligned with prior approvals and the requirements would supersede the stipulations outlined in the previous recommendation of September 15, 2005 to offer the Bachelor of Science in Business Administration, with majors in Finance, Marketing and Information Technology, and the Master of Business Administration. The recommendation assumed receipt of the following:

- (a) An outline of specific faculty (including their credentials) that will be hired to teach each course in each of the three strands of the Applied Linguistics Program (teaching, testing, and translation) by September 15, 2006.
- (b) Memorandum of Understanding related to continued funding from the Hellenic American Union by June 1, 2006.
- (c) Annual institutional updates due February 1<sup>st</sup> on the following, as appropriate:
  - i. Update on Board development of Faculty Senate (as specified from the 2004 visit).
  - ii. Curricular developments for all programs; including the new professional Master of Business Administration; update on program that is currently being tested that will be used to support comprehension and pronunciation of English for the Applied Linguistics Program; progress in the development of the General Education Core. (In particular, syllabi for all proposed and completed courses).
  - iii. Enrollment progress (plan versus actual) for all programs.
  - iv. Progress on the implementation of the Student Information System.
  - v. Progress on library development including a strategic plan which addresses development of collection, library resources (such as Academic Search Premier and MLA International Bibliography), and materials used for instruction and use of statistical data.
  - vi. Budget updates for the library and by program (projected and actual).
  - vii. Audited financial statements for the first four years.
  - viii. Progress on the New England Association of Schools & Colleges (NEASC) developments.
- (d) Annual updates would be provided by the HAU senior administration at the Manchester, N.H. offices of the University following receipt and review of the annual institutional updates due February 1<sup>st</sup> of each year.
- (e) Every new program to be offered by the University will require a preliminary report to the Commission, detailing curriculum and faculty resources, financing and other factors related to program development. The Commission will take action as appropriate.
- (f) Hellenic American University's authority will expire at the end of any calendar year for which required report(s) are not received.

Fr. Jonathan moved, seconded by Mr. LeBlanc, to accept committee recommendations. The motion passed without dissent.

- 7) Mr. Murro moved, seconded by Ms. Giles-Gee, to accept Hellenic American University's Annual Institutional Update for the Bachelor of Science in Business Administration, with majors in

Finance, Marketing and Information Technology, and the Master of Business Administration. The motion passed without dissent.

- 8) Vice Chair Reno moved, seconded by Ms. Giles-Gee, to accept Lesley University' Annual Report on the M.Ed. in Integrated Teaching through the Arts at Walnut Hill Seminar House in Raymond, a C.A.G.'s related to the M.Ed., and the M.Ed. in Curriculum in Instruction with a Specialization in Literacy to S.A.U.'s 23 and 35.
- 9) Vice Chair Reno moved, seconded by Fr. Jonathan, to approve Lesley University's request for continuing approval to offer the M.Ed. in Integrated Teaching through the Arts at Walnut Hill Seminar House in Raymond, a C.A.G.'s related to the M.Ed., and the M.Ed. in Curriculum in Instruction with a Specialization in Literacy to any educator at any school site in the State of New Hampshire. This approval would be with the understanding that when a site is identified, the executive director would be notified and invited to make a visit to the potential site location prior to the program start date. The executive director would determine and grant site approval based on compliance to all Commission regulations and requirements and inform the Commission via the Executive Director Report. Annual reports, due January 1<sup>st</sup> of each year, would detail courses offered by location, faculty and number of students enrolled. Authority would expire at the end of any calendar year for which required report(s) are not received. The motion passed without dissent.
- 10) Chair Farrell presented Lebanon College's request to reconsider the Commission's denial for Lebanon College to offer the Bachelor of Science in Nursing, voted on at the December 15, 2005 meeting. At the request of Lebanon College, the Executive Committee held a meeting to discuss concerns. It was decided to request that the full Commission review all documentation and consider Lebanon College's request for reconsideration. Following discussion, Fr. Jonathan moved, seconded by Ms Giles-Gee, to deny Lebanon College's request for reconsideration to grant the Bachelor of Science in Nursing. The motion passed without dissent.
- 11) Vice Chair Reno moved, seconded by Mr. Day, to accept the following Annual Reports/requests:
  - a. Hesser College - Bachelor of Science in Business Administration – Concentration in Accounting, Bachelor of Science in Business Administration – Concentration in Business Administration, and the Bachelor of Science in Criminal Justice.
  - b. Magdalen College – Associate of Arts and Bachelor of Arts
  - c. Antioch New England Graduate School – Master and Doctoral degrees
  - d. Franklin Pierce Law Center – Master of Intellectual Property, Commerce and Technology and the Master of Laws in Intellectual Property, Commerce and Technology
  - e. Springfield College – Bachelor of Science in Human Services and the Master of Science in Human Services
  - f. Boston University, Metropolitan College – Continued authority to offer the Master of Science in Computer Science at Liberty Mutual Insurance Company until December 14, 2006.
  - g. Massachusetts College of Pharmacy and Health Sciences – Continued authority to offer the Doctor of Pharmacy until the Commission takes action.

- 12) Executive Director Dodge presented the Massachusetts College of Pharmacy and Health Sciences' request to advertise for the Bachelor of Science in Nursing, beginning January 2007. The Massachusetts College of Pharmacy and Health Sciences received approval from the Massachusetts Board of Nursing and have begun offering two Bachelor of Science nursing programs at the Boston and Worcester campuses as follows: 33-month accelerated program offered in Boston; 16-month second degree program offered in Worcester.

The Massachusetts College of Pharmacy and Health Sciences forwarded a Letter of Intent to the NH Board of Nursing and a combined site visit will be held by the Board and the Commission. The institution is voluntarily seeking accreditation from the Commission on Collegiate Nursing Education, and the New England Association of Schools and Colleges will consider the new program as a component of its next site visit, scheduled in April 2007.

Mr. LeBlanc moved, seconded by Mr. Nevius, to approve the Massachusetts College of Pharmacy and Health Sciences to advertise for the Bachelor of Science in Nursing as a second degree in nursing with the caveat: "...subject to final approval by the NH Postsecondary Education Commission and the NH Board of Nursing. Full refunds (including deposits collected) will be issued if approval is not granted." The motion passed without dissent.

- 13) Executive Director Dodge presented the Commission's N.H. Code of Administrative Rules, Evaluation of In-State and Out-of-State Degree-Granting Postsecondary Institutions with a Physical Presence, Place of Contact, or Conducting Advising/Mentoring or Instructing in New Hampshire, Pos 1000. The Commission had voted to accept the rules and, following a vote by the Executive Committee, the rules were forwarded to the Joint Legislative Committee on Administrative Rules (JLCAR) for final approval. At the JLCAR meeting, concern was expressed by Magdalen College's legal counsel regarding required accreditation by the New England Association of Schools and Colleges. The rules have been brought back to the Commission with the following three options for consideration:

- a. Take the proposed rules back to JLCAR with the presence of Commissioners to support the final proposal as is.
- b. Consider altering the language to make an allowance.
- c. Withdraw the rules and initiate the process again.

Fr. Jonathan moved, seconded by Mr. Hagerty, to consider altering the language to make an allowance. The motion passed without dissent.

Lengthy discussion followed. Mr. Murro moved, seconded by Mr. LeBlanc, to remove Pos 1005.02 (h) and (i) as follows:

- (h) An institution seeking initial degree-granting authority shall be in good standing with the New England Association of Schools and Colleges within 8 years of receiving commission approval.
- (i) Any institution currently under the jurisdiction of the commission and not in good standing with the New England Association of Schools and Colleges shall seek such accreditation in accordance with (h), above.

The motion passed without dissent.

- 14) Ms. Knapp presented the New Hampshire Incentive Program Payment Schedule for 2006/2007. Fr. Jonathan moved, seconded by Mr. LeBlanc, to accept the 2006/2007 Payment Schedule as follows:

2006/2007 Payment Schedule for New Hampshire Incentive Program	
In-State Institutions	Out-of-State Institutions
\$1,000.00	\$500.00

The motion passed without dissent.

- 15) Executive Director Dodge reported for the Nominating Committee. The following slate of officers was presented for the 2006-2008 term:

Chair (Representative of a 4-Year Public Institution) – Stephen Reno  
Vice-Chair (Representative of a 4-Year Private Institution) – George Hagerty

Other Members of the Executive Committee:  
Representative of a 2-Year Public Institution: William Simonton  
Representative of a 2-Year Private Institution: Ronald Murro  
Representative of Lay Public: David Mahoney

Ms. Weaver-Hart moved, seconded by Ms. Giles-Gee, to accept the slate of officers. The motion passed without dissent.

- 16) Under the Executive Director's Report, Executive Director Dodge asked Commissioners if there were any questions or comments on the report. There being none, the report was accepted.
- 17) Executive Director Dodge presented the revised By-Laws. Ms. Giles-Gee moved, seconded by Ms. Hart, to accept the revised By-Laws. The motion passed without dissent.
- 18) Under Other Business:

- a. Executive Director Dodge presented a handout, *Meeting Dates of 2006-2007*

On behalf of the Commission, Executive Director Dodge congratulated Commissioner Michael Day on his graduation from the NH Technical Institute, and Commissioner Ann Weaver Hart, past president of UNH, on her new position at Temple University. Executive Director also informed Commissioners that Chris Sullivan's term has expired, but he will remain with us until a new Commissioner is appointed by the governor.

The meeting adjourned at 5:00 p.m.